



900 S.W. Jackson Street, Suite 102
 Topeka, Kansas 66612-1212
 (785) 296-3201
 www.ksde.org

To: LCP Contacts

From: Bert Moore, Director
 Doug Boline, Assistant Director
 Brian Dempsey, Assistant Director
 Kerry Haag, Assistant Director
 Tate Toedman, Assistant Director
 Dean Zajic, Assistant Director

Date: May 22, 2024

Re: Title I Parents Right to Know

The Every Student Succeeds Act (ESSA) includes several parental involvement requirements. One of those is that all districts within the State understand and comply with the requirement to notify parents in Title I schools when their children are assigned to or are being taught by a teacher who did not meet state certification in a core academic subject for four or more consecutive weeks. The Kansas State Department of Education (KSDE) must have evidence that all districts across the State complied with this provision for the school year **2023-2024**.

Districts must provide KSDE a copy of an actual letter sent to parents in a Title I school for the **2023-2024** school year notifying them that their child was being taught by a teacher who did not meet state certification in a core academic subject for four or more consecutive weeks. This information must reach KSDE no later than **July 15, 2024**. **Please complete the information below and indicate which of the following conditions apply to the district.**

USD # _____ District Name _____

_____ One or more of the Title I schools had a class or classes taught for four or more consecutive weeks by a teacher who did not meet the state certification teacher requirements. Attached is a copy of an actual letter sent to parents for the following Title I school(s):

Name of school _____

Name of school _____

Name of school _____

_____ All classes were taught by teachers who met state certification. There were no substitutes or teachers who did not meet state certification assigned to any one classroom for four or more consecutive weeks.

Please complete and submit via fax, mail or email **by July 15, 2024** to:

Nicole Clark
 Special Education & Title Services
 Kansas State Department of Education
 Landon State Office Building
 900 SW Jackson, Suite 620
 Topeka, KS 66612
 Email: nclark@ksde.org

Kansas leads the world in the success of each student.